

## **THE HARASSMENT COURT PROCESS**

**\*(SEE OTHER SIDE FOR A LIST OF PROHIBITED ITEMS IN COURT AREA)**

- 1. When you appear for your court hearing, be prepared. Bring all documentation supporting your allegations (such as police reports, pictures etc.). Sworn affidavits from witnesses will not be accepted by the court. If you would like witnesses statements to be heard, they must appear in person.**
- 2. If the Respondent denies the allegations in your petition a trial may occur. You must be prepared for trial on your court date as the trial may be heard that day.**
- 3. You should plan on the entire day when you appear in court in the event of a trial.**
- 4. Certified mediators may be available at your court hearing.**
- 5. If the Respondent agrees to the order or the judicial officer finds after trial that harassment did take place, an order will be issued for one or two years. Otherwise the order is dismissed.**
- 6. If a court date is scheduled and the Respondent is not served with your order by the court date, you still need to appear in court or your case may be dismissed. At that time a new court date will be set, a copy mailed to your law enforcement agency and the sheriff will attempt service again if the Respondent has a known address. If the Respondents address is unknown or attempts to serve the Respondent are unsuccessful a notice will be made in a legal newspaper regarding the court date. A copy of the order will be mailed to the Respondent address if it is known. You must appear at that next court date also and be prepared for trial.**
- 7. If a one or two year harassment order is issued in court, it may order the Respondent to stop all contact with you, stop all harassment, and order the Respondent to stay away from your home and work. You and the Respondent will receive a copy of the order on your court date after the hearing.**
- 8. The Domestic Abuse/Harassment Office does not handle violations of the order. If the Respondent violates (disobeys) your order once you have it, call the police (even if the Respondent is already gone) and show them your order. (Keep your order with you at all times). You may later call the City Attorneys Office in the city in which the incident occurred to see if charges are being pressed and to give information about the incident. The Respondent may be charged with a misdemeanor.**
- 9. If you wish to dismiss the restraining order you need to make an appointment to come to the Harassment Office to make a motion to dismiss it. The Respondent must not come with you for this appointment if your order says no contact. A court hearing will be set for at least fourteen days later. At that time the judicial officer will decide whether to grant your request.**
- 10. If you receive a one year Harassment Order and the Respondent violates it, you can make a motion to extend the order for another year. You must make an appointment in the Domestic Abuse/Harassment Office before the order expires to do so and appear in court to make your request. Two year orders cannot be extended. If harassment is again taking place, you need to file a new order.**

## **HARASSMENT ORDER WITHOUT A HEARING**

**You have received an Order Upon Petition for Harassment Restraining Order. If the order was issued for one or two years there will not be a court hearing unless you or the Respondent request one within 45 days of filing your order or you later make a motion to change your order.**

**If the Respondent requests a hearing you will be notified by mail. Be sure to appear in court if the Respondent requests a hearing and be prepared for a trial (see reverse side). If the Respondent requests a hearing and you fail to appear the order may be dismissed.**

**You can find out if the Respondent was served with your Order Upon Petition for Harassment Restraining Order by calling the Sheriff's Department who is serving the order (eg the county where the Respondent lives or works). It is best to wait a few days before checking service of the order. If the Respondent has not been served by two weeks of filing your order, you may want to come to the Domestic Abuse/Harassment Office and sign an Affidavit of Publication to have notice of your order published in a legal newspaper and mailed to the Respondent's last known address because a police officer may fail to arrest for violation of an order that has not been served.**

**Personal service is always the most enforceable so keep an extra copy of your order available and the Harassment Hot Sheet in the event that the Respondent violates the order. You can ask the police officer to serve your extra copy upon the Respondent. If the officer serves the order you must ask the officer to complete the Hot Sheet Certificate of Service and send it to our office as proof of service.**

**To check service, call the appropriate Sheriff's Department:**

<b>Ramsey County</b>	<b>651-266-9330</b>
<b>Washington County</b>	<b>651-430-7675</b>
<b>Anoka County</b>	<b>763-323-5009</b>
<b>Carver County</b>	<b>952-361-1212</b>
<b>Scott County</b>	<b>952-496-8300</b>
<b>Hennepin County</b>	<b>612-348-3800</b>
<b>Dakota County</b>	<b>651-438-4780</b>

**\*\*\*\*The following items are prohibited from entering the court areas:\*\*\*\***

**Ammunition of any kind, Asian Stars, ASP, Clubs, Kubatons, Box Cutters, Util. Knives, Brass, Knuckles, Cameras, Camcorders, Can Openers (P-38), Chains of any kind, Cigar Cutters, Cork Screws, Darts, Diaper or Safety Pins, Drug Paraphernalia, Drugs (other), Explosives, Flammable Liquids, Guns of any kind, Hacksaw Blades, Hacksaw Files, Hammers, Handcuff Keys, Knives of any kind, Laser Pointers, Leathermans, Letter Openers, Mace, Pepper, Dog Rep., Nail Clippers, Nail Files of any size (metal, Nail kits, Needles of any kind, Pagers, Picks of any kind, Razors or blades, Recording devices, Scissors of any size, Screwdrivers, Stun Guns, Tweezers, Two-Way Radios, Umbrellas, Utensils of any kind, Wrenches.**